

**BOROUGH OF GREENCASTLE
COUNCIL MEETING AGENDA**

January 3, 2022

6:00 P.M.

BIENNIAL ORGANIZATION MEETING

Call to Order..... Mayor Thomas

InvocationPastor Mark Ruzicka

Pledge of Allegiance to the Flag Mayor Thomas

Swearing In of Newly Elected and Re-elected Borough Officials.....Justice Cunningham

Adopt the latest edition of Robert’s Rules of Order, a guide of parliamentary procedures.

Nomination and Election of Officers:

- A. Council President
- B. Vice President

Following the election of officers, the newly elected President will preside over the remainder of the meeting.

Appointments to be made by Council:

- A. Appoint Emilee Little as Borough Manager
- B. Appoint Emilee Little as Zoning Officer
- C. Appoint Emilee Little as Human Resources Manager
- D. Appoint Emilee Little as Finance Manager
- E. Appoint Emilee Little as Treasurer
- F. Appoint Donna Irons-Zimmerman as Borough Secretary
- G. Appoint Emilee Little as Assistant Borough Secretary
- H. Appoint Emilee Little as Right to Know Officer
- I. Appoint Donna Irons-Zimmerman as Assistant Right to Know Officer

Committee Assignments:

(Council President may defer these assignments until the February Council Meeting if deemed necessary.)

- A. Administration and Finance
- B. Community Development
- C. Personnel
- D. Public Facilities
- E. Public Safety

Adjourn Organization Meeting

REGULAR COUNCIL MEETING

Consider the approval of the proposed agenda for January 3, 2022 regular Council Meeting.

Opportunity to be Heard:

Borough citizens may address Council at this time on specific issues of concern.

CONSENT AGENDA

The following is a list of routine items which do not appear to be controversial in nature and which likely do not require additional discussion. They can be acted on by one motion in their current form. If discussion is desired on any particular item, any member of Council, or the public, may request the item be removed from the Consent Agenda and that item will be considered separately.

Minutes of Previous Meeting:

Borough Council Meeting of December 6, 2021.

Appointments:

Appoint Richard Wertman as the Borough of Greencastle's representative and Chief of Police John Phillippy as the alternate representative to the Franklin County Emergency Services Alliance for calendar year 2022.

REGULAR AGENDA

Payment of bills

1. Approve disbursements listed on the December 2021 Disbursement Report in the amount of \$345,985.35.

Reports from Elected Officials

President's Report

Mayor's Report

Chief's Report

Manager's Report

Committee Action

Administration & Finance:

1. Approve the proposed 2022 meeting schedule.
2. Appoint a representative and alternate to the Franklin County Area Tax Board for calendar year 2022.

3. Ratify the payment to the John Allison Public House in the amount of \$409.46 for the annual employee Christmas lunch.
4. Consider requiring an official sign-in sheet for all public Borough meetings.
5. Consider updating the Borough website to include photos and contact information for elected Borough officials.
6. Consider posting all meeting notices to the Borough website.
7. Discuss professional services providers.
8. Presentation: Review of the 2022 municipal budgets as adopted.
9. Presentation: Overview of the American Rescue Plan Act of 2021.

Personnel:

1. Review the following board/commission reappointments. Pending Council action, terms shall become effective immediately and shall expire as indicated below:

<u>Name</u>	<u>Board/Commission</u>	<u>Term</u>	<u>Term Expires</u>
Brian Barkdoll	Civil Service Commission	6 years	December 31, 2027
Dee Spolarics	Water & Sewer Authorities	5 years	December 31, 2026
Tony Homer	Planning Commission	4 years	December 31, 2025

2. Consider the appointment of Larry Faight to the Water & Sewer Authorities to fill a vacancy to expire on December 31, 2024.
3. Consider the implementation of a Public Participation Form to formalize applications for public involvement and volunteerism.
4. Discuss the establishment of a Vacancy Board pursuant to Section 901 (c) of the PA Borough Code.
5. Nominate a Borough representative to the Greencastle-Antrim Chamber of Commerce Board.

Public Safety:

1. Consider the adoption of Ordinance 2022-01 as advertised amending Chapter 190-27 of the Borough Code designating no parking on the south side of E. Madison Street between N. Allison Street and Spring Grove Avenue and designating no parking on the west side of S. Jefferson Street 55 feet going north of the intersection with Dahlgren Street.

Community Development:

1. Presentation: Review of the 2012 Joint Comprehensive Plan between the Borough of Greencastle, Antrim Township, and the Greencastle-Antrim School District.

Public Facilities:

Correspondence

Mockingbirdhil, Inc. – Request to vacate Eastern portion of Chambers Lane

Antrim Township – Joint meeting request response letters

Adjourn

Executive Session

Respectfully submitted,
Emilee Little
Borough Manager